

**Harrington Park Recreation Committee  
Minutes  
Wednesday, February 15, 2017**

**1. CALL MEETING TO ORDER**      Called to order at 8:17PM.

**Chairman's Announcement**

In compliance with Chapter 231, Public Law 1975, adequate notice of the scheduled meeting was made. It is posted on the bulletin board in the Municipal Center. Copies have been mailed to the BERGEN RECORD, SUBURBANITE, and THE NORTHERN VALLEY PRESS. A copy has been filed with the Borough Clerk, and copies have been mailed to individuals requesting the same.

**2. ROLL CALL**

<b>COMMISSION Member</b>	<b>PRESENT</b>	<b>ABSENT</b>
Paul Baly		X
Nicole Benasillo	X	
Lynne Cappelmann	X	
Charles DeGruccio	X	
Megan Dippolito		X
Brian Fitzgerald (Alternate Chair)	X	
Thomas Gleason (Chairman)		X

**Also present:**

Joon Chung, Town Council Liaison  
Carolyn Lee, Secretary

**3. ITEMS FROM THE PUBLIC**

No items.

**4. ADMINISTRATIVE ITEMS**

**a. Approval of Minutes (January)**

<b>COMMISSION Member</b>	<b>Motion</b>	<b>Second</b>	<b>In Favor</b>	<b>Opposed</b>	<b>Abstain</b>	<b>Absent</b>
Paul Baly						X
Nicole Benasillo		X	X			
Lynne Cappelmann	X		X			
Charles DeGruccio			X			
Megan Dippolito						X
Brian Fitzgerald			X			
Thomas Gleason						X

**5. UPDATES**

**a. Finance and Budget (Tom/Brian)**

KJ wants purchase orders for 2017 for money to be set aside. The main purchase orders are for field maintenance that Brian has been completing and for Town Day that Carolyn will do. If anyone wants a copy of the budget, see Tom.

**TO DO: Carolyn will complete the purchase orders for Town Day and Fishing Derby.**

**b. Field Requests (Charles)**

**i. New Requests**

1. Lower Highland - Easter Egg Hunt (April 8-10am, raindate April 9-12pm)– Junior Woman's Club

Baseball accommodates the Easter egg hunt each year. There should be no conflict with opening day.

Vote: To approve the Easter Egg Hunt organized by the Junior Woman's Club as listed in the field request.

COMMISSION Member	Motion	Second	In Favor	Opposed	Abstain	Absent
Paul Baly						X
Nicole Benasillo		X	X			
Lynne Cappelmann			X			
Charles DeGruccio			X			
Megan Dippolito						X
Brian Fitzgerald	X		X			
Thomas Gleason						X

2. Upper Highland - The Slugs Men's Softball (Apr.4 – Aug.15, Sunday mornings) – Michael Berg

Vote: To approve field request for The Slugs with the condition of schedule co-ordination with Softball Commissioner.

COMMISSION Member	Motion	Second	In Favor	Opposed	Abstain	Absent
Paul Baly						X
Nicole Benasillo	X		X			
Lynne Cappelmann			X			
Charles DeGruccio		X	X			
Megan Dippolito						X
Brian Fitzgerald			X			
Thomas Gleason						X

3. Pondside - Northern Valley Lacrosse(Apr.3 – May 29, dates listed in request) – Lance Symons

Vote: To approve field request for NV Lacrosse dependent of field availability and Rules and Regulations Acknowledgement form signed.

COMMISSION Member	Motion	Second	In Favor	Opposed	Abstain	Absent
Paul Baly						X
Nicole Benasillo			X			
Lynne Cappelmann		X	X			
Charles DeGruccio	X		X			
Megan Dippolito						X
Brian Fitzgerald			X			
Thomas Gleason						X

**TO DO: Charles will ask for a signed rules and regulations form from NV Lacrosse.**

**ii. Updates**

**1. Northern Valley Soccer Club (NVSC) - 4/4/17 – 6/24/17**

No updates.

**2. Speed Soccer Camp – April 10-14, 2017**

Mayor and Council approved contract on Feb.13, 2017. The full payment will be made before the camp begins.

**TO DO: Carolyn will email the contract to Speed Soccer.**

**iii. Baseball Invoices**

**1. Apreda Titans – Fall 2015 (\$600)**

Still open.

**2. Muggeo Baseball – Fall 2016 (\$225)**

Recreation received \$225 check and Carolyn has given it to Finance for processing.

**c. School Coordination (Lynne)**

**Recreation Forms**

The Harrington Park Public School has changed their insurance requirements. Tom is in the process of updating the Recreation Forms.

**TO DO: Tom will update the forms as necessary.**

**d. Grants (Nicole/Lynne)**

**i. Pondside**

Carolyn is helping with the research on the pond requirements for the community. Meeting minutes from 1978 indicate that the pond depth is expected to be 2 feet in the winter and 5 feet in the summer; there is an issue that water would flow into the pond only when there is above normal rainfall; and there will be a 3-year performance evaluation of the pond. The minutes refer to a builder's agreement that Carolyn has not found at this time. There are permits for stream encroachment that will be investigated by Ann B. The Recreation Commission discussed that they do not have the expertise to determine what should be done. Comments and questions were:

- Do these standards need to be maintained and monitored each year?
- The rules are different now then 30 years ago.
- Would the town engineer tell us if there would be an issue with flooding?
- It appears that the pond not been functioning as expected for many years.
- The water flow from Old Tappan may have changed in the past 30 years to reduce the water flow. It could also be reduction in rainfall.
- Recreation does not have the budget to maintain Pondside.
- Recreation recommends that the town engineers would provide the options after a survey of the pond.
- The last time the pond was evaluated was about 15 years ago when the playground was built.

**TO DO: Joon will invite the town engineer to the Recreation Commission meeting after the pond has been surveyed.**

**ii. Highland Field Pavilion**

The Recreation Commission would like to meet with the town engineers. There could be a 50% grant for Open Space similar to the lighting project. There are questions about a permeable surface, run-off, drainage and pipes located in the area where the pavilion is considered. After a recommendation is provided, the Recreation Commission can research the type of pavilion.

**TO DO:** Joon will schedule a meeting in 2 weeks (Wed. or Fri.) with the town engineers and Lynne.

**e. Sports Coordination (Paul)**

**i. Sports Registration**

Currently, baseball registration is being manually processed by check.

**ii. Volunteer to manage website**

Nicole with the help of Mitch Helfman has found a volunteer, Kathy Sheldon, to manage the sport websites and has provided her Scott L. and Charles S. email addresses. She is willing to manage the websites and is looking for direction. The Recreation Commission feels that the sports commissioners wants a recommendation of which web host to use and for Recreation to set up the website. Emails can be exported from the different sites. All sports should have accounts. Lynne suggested the following:

- Community Pass – It possible to have one login for multiple accounts? Other towns in the area use this provider.
- Blue Sombrero – free. Is it possible to have one login for multiple accounts?

**TO DO:** 1. Lynne will evaluate the web host service provider and provide a spreadsheet with options for the recreation and the commissioners.  
2. Charles will let the sports commissioners and Kathy know what Recreation's plans are for the website.

**iii. Multi-Town Sports**

No updates.

**iv. Recreation Commission – added costs if Commission takes over registration**

KJ would be part of the discussion if Recreation takes over the registration process. HP Website can have a link to point to the Sports website.

**f. Town Programs**

**i. Fishing Derby**

The date for the Fishing Derby will be June 18, 2017 at noon-2pm. Father's day is usually the fishing derby date.

**ii. Town Day – Sept. 9 (raindate Sept. 10)**

**iii. Ragamuffin Parade – Oct. 28 (rain location HP School APR)**

**g. Park & Playground Maintenance**

**i. Field Maintenance (Brian)**

Maintenance will start in March. There was some work in the winter. There is some sod work and sprinkler head work required.

**ii. Pondside (Charles)**

Good.

**iii. Highland (Lynne)**

- Good.
- iv. **George street (Paul)**  
No update.
- v. **School (Carolyn)**  
Kindergarten playground is not open.
- vi. **Beechwood (Nicole)**  
Good.
- vii. **Don Horsey (Tom)**  
No update.
- viii. **Columbus (Megan)**  
No update.
- h. **Tennis (Paul)**
  - i. **TGA Programs**  
No updates.
  - ii. **Newsletter**  
Tennis badges were advertised in the Feb/Mar HP Newsletter. Because we don't have badges, Carolyn has let Ann know that she will deliver the badges to the residents after Recreation has purchased them.
  - iii. **Tennis Badges**  
No update
  - iv. **Tennis Signage**  
No update.

## 6. PROJECTS

- a. **Highland Field Pavilion**  
Discussed above in the "Grant" section.
- b. **Highland Field 4 Dugout Roof – research**  
TO DO: Brian will ask the field maintenance company for suggestions.

## 7. OTHER ITEMS

- a. **National Night Out – Highland Field, Aug.2, 2017, 5-9pm** – Officer Getto in conjunction with HP Police would like to organize an event for county and state law enforcement agencies, first responders and local law enforcement groups. A resolution will be made on Feb.27 at the MC meeting. Charles believes that there will be no conflict for this event at Highland Field. We will expect the field request after the MC meeting.
- b. **Merry-go-round alternative – Highland Field**  
No alternative at this time.
- c. **Bathroom and Portable Potty – Schedule, location and delivery**  
This is part of the regular field maintenance schedule. Maintenance will start at the end of March and the beginning of April. Water will be available in April after the water meters are installed.
- d. **Spring Repairs – Highland Field 1 Conduit, Field 4 batting cage**  
TO DO: Brian will ask Frank Galiano to take a look at the conduit for repair.

**e. Badminton Club**

Carolyn estimated an initial 25 people to join the badminton club. Lynne said that the school APR is available in April. The Community Church is also a possible location.

**TO DO: Joon will reach out to the Community Church.**

**8. NEXT MEETING**

Next regularly scheduled meeting is Wednesday, March 15, 2017 at 8:00PM.

**Meeting adjourned at 9:08PM.**